

MINUTES
04/10/2012
Regular Town Board Meeting
Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus @ 6:58 pm

ATTENDING: Board Members: Keith Seward, Chris Narveson, Dean Streiff, Jim Hoesly, Robert Elkins, Pattie Salter and Dennis Nielson

ALSO ATTENDING: Dale Hustad & Curt Schadewalt, (Madison Truck Equipment)

1. Call to Order: Meeting was called to order at 6:58 p.m.
2. Approve 3/6/12 Regular Town Board Minutes
C. Narveson moved approve the 3/6/2012 Regular Town Board minutes as presented; R. Elkins 2nd. Motion carried.
3. Public Comments: No public comments.
4. Patrolman's Report:
 - a. Consider Ordinance to Allow Patrolman to issue citations for violations – After a brief discussion, C. Narveson moved to table the Ordinance until interest is expressed in this area. D. Streiff 2nd. No further discussion. Motion carried.
 - b. Report on E. Klitzke Ditch Work – D. Nielson reported that no liner had been installed and ditch work remains to be done. D. Nielson will follow up and report at next months meeting.
 - c. Safety Inspection – D. Nielson reported that we had a surprise safety inspection on March 19. Areas we were deficient were:
 - i. Injury and Illness Report had not been completed/submitted. ***P. Salter confirmed that the report was completed and submitted on 3/19/12.***
 - ii. Electrical Circuit contained non-approved splicing. ***D. Nielson will install a junction box for splicing.***
 - iii. Wall-mounted lamp at rear of garage contained exposed wiring. ***D. Nielson will remove the lamp.***
 - iv. Emergency eye flushing facility not available to employees. ***P. Salter confirmed that a two station eye washing station had been purchased.***
 - v. Garage interior contains areas with excessive debris/material. ***D. Nielson will remove materials.***
 - vi. Drill Press and Bench Grinder not anchored. ***D. Nielson will anchor the equipment to bench.***The Town has until 5/22/12 to comply with the violations. If violations are not addressed, the Town could be fined \$10-\$100 per day for each violation.
 - d. Combo Deicer/Weed Sprayer – Dennis requested that the Town purchase a combo Deicer/Weed Sprayer that could be shared with the Town of Exeter. D. Nielson presented the board with a quote of approximately \$5,000. The Town of Exeter would swap materials and labor with in exchange for use of the equipment. C. Narveson moved to allow D. Nielson to purchase the equipment provided there are funds available in the budget for the purchase, D. Streiff 2nd. K. Seward will research liability issues with the insurance agent. Motion Carried.
5. Consider Ordinance to Extend Town Office Terms in Response to Election Law Changes: C. Narveson moved to approve the ordinance as presented, R. Elkins 2nd. No further discussion. Motion carried.
6. Finance Committee Report:
 - a. Accounts Receivable Aging List - \$108 had been billed out between March and April.

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- b. Review and Payment of Winkelhake Driveway Refund – R. Elkins moved to approve the Driveway refund. J. Hoesly 2nd. Motion Carried.
 - c. Accounting Reports w/Monthly Bank Reconciliation – D. Streiff confirmed that the March bank accounts balance.
 - d. Approval and Payment of Bills – D. Streiff moved to approve March checks 16584-16591 & ACH 93227 & 85065, C. Narveson 2nd. Motion Carried.
D. Streiff noted that check #'s 16633-16638 were voided misprints and moved to approve April checks 16592-16632 & ACH 16864, 32092, 86820, 96811, & 20019, C. Narveson 2nd. Motion Carried. Without objection, the Clerk will add a discussion of what will be done with the Pool Sinking funds at the May meeting.
7. Clerk-Treasurer Report:
- a. Re-Set May Regular Meeting Date in Lieu of Recall Election. Without objection the meeting date is set for Wednesday, May 2 at 6:30.
 - b. Report on Treasurer District Meeting – P. Salter reported that topics of the March 23rd meeting included a discussion of labor law, changes in the State programs offered online and information on the application process to become a Notary Public. P. Salter explained that according to the labor law discussion, the board may need to reexamine how per meeting incentive is paid for hourly employees. According to speaker, Steve Zach of Boardman & Clark Law Firm, meetings should be paid as actual hours worked for all non salary employees. In addition, Zach reported that if an employee sues for the pay adjustment, there is a three year look-back period for employers who are aware of the law and ignore it. Otherwise the look-back period is two years.
 - i. Hourly vs. Per Meeting Discussion – Without objection the item will be referred to the Personnel Committee. K. Seward would like to consider salary versus hourly wages for the Clerk-Treasurer position.
 - c. Upcoming Workshops
 - i. Janesville Labor Law Clinic – Tuesday, July 10th at the Holiday Inn Express - Let Pattie know if you're interested.
 - ii. WMCA – P. Salter would like the board to consider sending Diane to this year's conference in Madison on August 22-24. Without objection the board approved Diane's attendance for the conference but did not feel lodging was necessary.
 - iii. Urban Towns Association – Saturday, April 21 at the Holiday Inn, Fond du Lac.
 - iv. Masquerade Ball – April 14, 2012 @ Monroe County Club \$25 per person proceeds benefit the Sexual Assault Recovery Program of Green County.
 - v. No Library Board report – J. Hoesly took the opportunity to note that his sense was the Library Board would like to know if the Town Board could provide them with preliminary contribution numbers. K. Seward explained that the Town has discussed a shared revenue agreement with the Village in which the Town would agree to pay \$20,000 per year towards operational costs. Prior to the library being built the Library Board would be paid \$10,000 per year with the additional \$10,000 being deposited in an escrow account until the library is built at which time the escrowed money would be paid out to the Library Board. In addition, approximately \$20,000 has been earmarked from the Impact fees account to be used for Library Capital projects. There could possibly be some money available through the Community Sinking Fund in the event the Town Board was to rent space for a Town Hall from the Library. K. Seward asked if the Board would like to go to the Library Board with a request for space for an office and/or meeting space. Without objection K. Seward will draft a letter to the Library board.
8. Chairman's Report
- a. Discussion of Town Hall Use Policy – K. Seward reviewed the Village room agreement. After a brief discussion, the policy would be used as a guide, but rental requests would be reviewed on a case by case basis.

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- b. Request for Street Light at Exeter Crossing and Hwy 69 – After a brief discussion, the board felt the low lighting at the intersection created a safety issue. R. Elkins moved to investigate putting a light on Hwy 69 and Exeter Crossing, J. Hoesly 2nd. Motion carried. The State will have to give permission to construct a light pole. The Clerk will make contact to begin the process.
 - c. Follow up on Waste Management – Pattie and K. Seward met with Waste Management to discuss moving to an automated pick up within the Town. In addition, K. Seward reported that he and Pattie were working with Waste Management to see if there would be any cost savings by combining services with the Village of New Glarus. If we were to combine with the Village, our contract would need to be extended out to 2015 and we would need to have consistent trash service. B. Elkins was in favor of keeping our service as is. Additional costs were also an issue. No action was taken.
9. Parks Commission Report
- a. Recommendation to appoint Dana Emmerton.
C. Narveson moved to appoint Dana Emmerton to the Parks Commission. She will fill the current vacant position with a term ending July 2018. D. Streiff 2nd. No further discussion. Motion carried.
 - b. Request \$300 for the Arbor Day Tree Planting. C. Narveson moved to pay the Arbor Day planting request. D. Streiff 2nd motion carried.
 - c. Request \$250 for the Prairie Enthusiasts (Bluebird Ridge Controlled Burn). C. Narveson moved to pay the controlled burn request. D. Streiff 2nd. Motion carried.
10. Plan Commission Report
- a. K. Seward reported that he and J. Freitag were working as a subcommittee to develop language to amend the Driveway Ordinance to accommodate driveway issues within the ETZ. They have collected feedback from the Village and MDROffers but have yet to complete the revision.
11. Adjourn: Discussion ended at 8:53 p.m. C. Narveson moved to adjourn, 2nd by D. Streiff. Motion carried.

Patricia I. Salter, Town Clerk-Treasurer